



City of San Marcos

Special Meeting Historic Preservation Commission July 31, 2019, 5:45 PM City Council Chambers, City Hall 630 East Hopkins Street San Marcos, Texas

The Historic Preservation Commission may adjourn into executive session to consider any item on the agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made on the basis for the Executive Session discussion. The Historic Preservation Commission may also publicly discuss any item listed on this agenda for Executive Session.

- I. Call To Order**
- II. Roll Call**
- III. EXECUTIVE SESSION:** Executive Session in accordance with Tex. Gov't Code § 551.071 - Consultation with Attorney: to receive advice of legal counsel regarding provisions of a proposed demolition review ordinance.
- IV. 30 Minute Citizen Comment Period:** *Each speaker signed up prior to the meeting being called to order will be called in order of sign-up, and will allowed three minutes to speak about items posted or not on the agenda.*

DISCUSSION ITEMS

1. Consider a recommendation to City Council to amend the San Marcos Development Code to include a demolition review process for historic-age resources, and provide direction to staff.
2. Hold discussion on the establishment of an Office of Historic Preservation as a stand-alone City department, and provide direction to staff.

FUTURE AGENDA ITEMS

Board Members may provide requests for discussion items for a future agenda in accordance with the board's approved bylaws. *(No further discussion will be held related to topics proposed until they are posted on a future agenda in accordance with the Texas Open Meetings Act.)*

V. Question and Answer Session with Press and Public.

This is an opportunity for the Press and Public to ask questions related to items on this agenda.

VI. Adjournment

Notice of Assistance at the Public Meetings

The City of San Marcos is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Individuals who require auxiliary aids and services for this meeting should contact the City of San Marcos ADA Coordinator at 512-393-8000 (voice) or call Texas Relay Service (TRS) by dialing 7-1-1. Requests can also be faxed to 855-461-6674 or sent by e-mail to ADArequest@sanmarcostx.gov.

For more information on the Historic Preservation Commission, please contact Alison Brake, Historic Preservation Officer and Planner at 512.393.8232 or abrake@sanmarcostx.gov.



MEMO

To: Historic Preservation Commission
FROM: Alison Brake, CNU-A, Historic Preservation Officer and Planner
DATE: July 24, 2019
RE: **Demolition Review for Historic-age Resources**

At the July 11, 2019 Regular Meeting, the Commission discussed the potential demolition review for historic-age resources ordinance. The following are the main pieces of the proposed ordinance as discussed by the Commission. Staff has outlined the process in a flow chart, included with the memo.

Demolition Review for Historic-Age Resources Ordinance

A. Purpose. The purpose of this process is to provide criteria to prevent or minimize unnecessary damage to the quality and character of the city's historic resources by requiring the review of a request for demolition of a building or structure to enable a determination of its historic significance, and to provide the public, other interested preservation based organizations, and staff an opportunity to work with the property owner on alternative solutions to demolition where possible.

B. Applicability. An automatic 90-day demolition review period is required for the following properties:

- a. Those located inside the *My Historic SMTX* historic resources survey boundaries as amended or supplements and identified with a high or medium preservation priority; and
- b. Those located outside the *My Historic SMTX* historic resources survey boundaries as amended or supplemented and 50 years of age, listed on the National Register of Historic Places (NRHP) and/or a Recorded Texas Historical Landmark (RTHL).

C. Notifications. The following shall be notified of the request for demolition within 20 days of the complete application being submitted:

- a. Property Owners within 400' (mailed notice)
- b. San Marcos Daily Record (published notice)
- c. Historic Preservation Commission (E- Notice)
- d. President of the Heritage Association (E- Notice)
- e. Hays County Historical Commission (E- Notice)
- f. Neighborhood Commission (E- Notice)
- g. President of CONA (E- Notice)
- h. Certified Local Government Coordinator with the Texas Historical Commission (E- Notice)
- i. Executive Director of Preservation Texas (E-Notice)

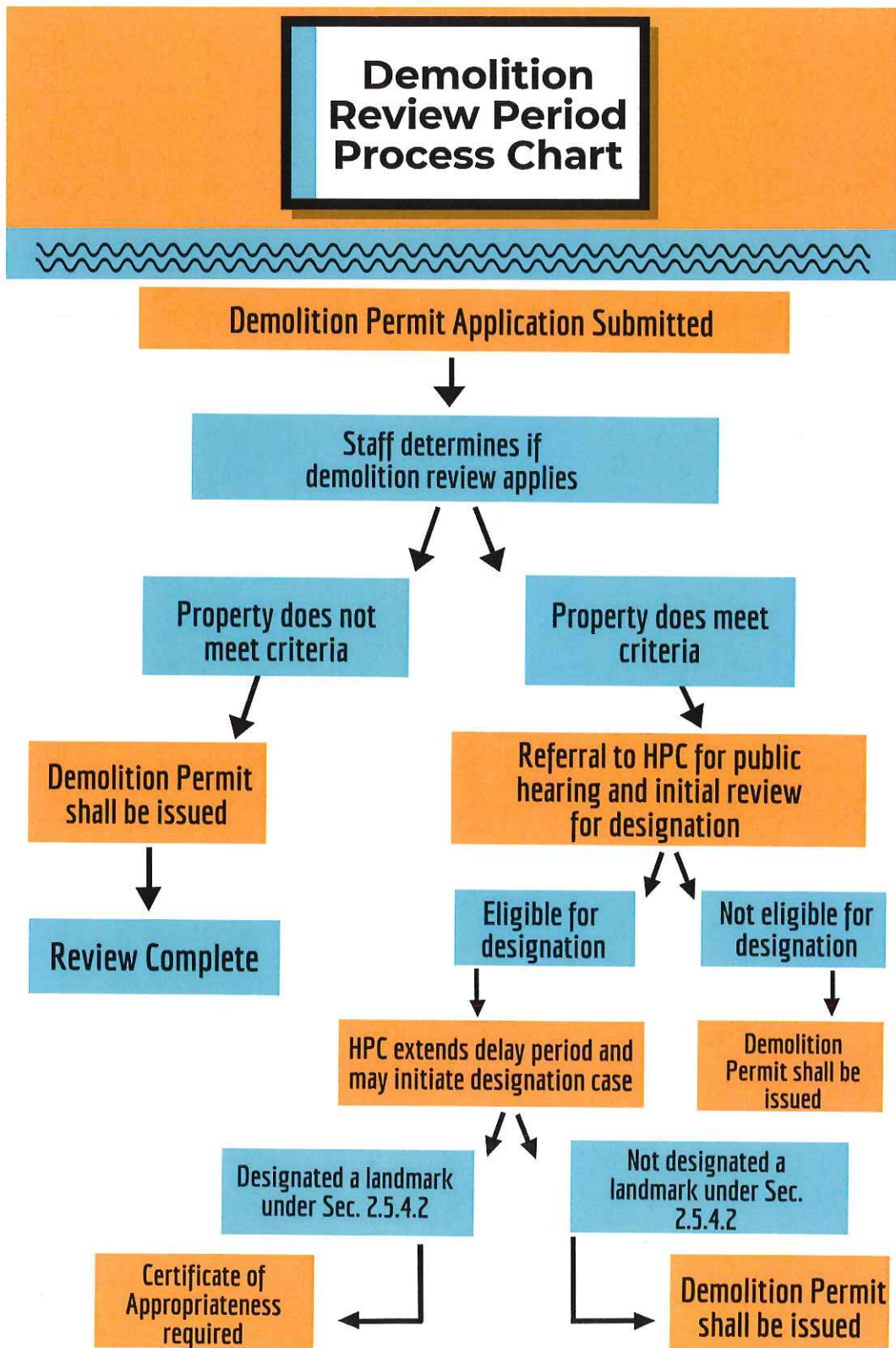
- j. Any interested persons signed up to receive Notice of Application under Sec. 2.3.2.1. (E-Notice)

Notice of all requests for demolition shall also be conspicuously posted on the City's website.

D. Process

Responsible Party	Action	Approximate # of Days
Applicant	Application Submitted	0 Days
Staff	Determine if the demolition is subject to the demolition review provision.	12 Days
Staff	Notifications sent to all persons and entities described in the ordinance	20 days
Historic Preservation Commission	Public hearing and initial determination whether property is eligible for consideration as a local historic landmark. If determined to be eligible, then the Commission may initiate a request for designation of the property as a local historic landmark and extend the delay period. If the property is not determined eligible, the demolition permit shall be issued no later than the termination of the delay period.	45 Days
Historic Preservation Commission	Public Hearing and consider recommendation on local landmark designation under Sec. 2.5.4.2. (owner consent or 3/4 vote required to continue to P&Z).	75 Days
Planning and Zoning	Public hearing and consider recommendation on local landmark designation (owner consent or 3/4 vote required to continue to city council).	105 Days
City Council	Public hearing and consideration of local landmark designation on first reading (owner consent or 3/4 vote required to continue to second reading).	112 Days
City Council	Second reading on local landmark designation (owner consent or 3/4 vote required).	126 Days
Applicant	If not designated as a historic landmark, then demolition permit will be issued. If designated a landmark, applicant submits an application for Certificate of Appropriateness to demolish a local landmark under existing process.	127 Days

Process Chart



Next Steps

If recommended, the demolition review process would be considered a text amendment to the San Marcos Development Code and would follow the process outlined in Chapter 2, Article 4, Division 1. The text amendment could then be considered for recommendation by the Planning and Zoning Commission at their August 27th Regular Meeting. Following that meeting, Staff could place the text amendment on the September 3rd City Council meeting agenda for first reading and September 17 for second reading. The emergency Demolition Delay Ordinance is effective for 120 days from the adoption date of June 27, 2019 and therefore set to expire on October 23, 2019.

Staff recommends sending notification to property owners identified with any preservation priority (e.g. high, medium, low) within *My Historic SMTX* making them aware of the proposed text amendment to the San Marcos Development Code to include a demolition review process for historic-age resources.